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General Assembly

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Committee on Conferences
Substantive session of 2016
6-13 September 2016

Agenda and programme of work for 2016

The agenda for the substantive session of 2016 of the Committee on Conferences was approved by the Committee at its organizational session, on 25 April 2016, on the basis of an annotated provisional agenda proposed by the Secretariat (see A/AC.172/2016/L.1, annex). Subsequently, the report of the Secretary-General on the pattern of conferences (A/71/116) was issued with a strategically oriented and streamlined structure. A revised agenda for the substantive session is accordingly issued in the present document for approval by the Committee.

All matters pertaining to conference management and regularly reported under the agenda item "Pattern of conferences" are included in one consolidated report. Statistical and other relevant data are presented as information supplementary to the report. At its organizational session, the Committee also decided, as it had in previous years, to include in its programme of work for the year informal briefings by the Secretariat on issues related to conference management that are of interest to the Member States. In preparation for the substantive session, a briefing by the Secretariat is proposed for 2 September 2016. Other briefings may be scheduled at the request of Member States.

At its organizational session, the Committee also reconfirmed the dates for its substantive session, to be held from Tuesday, 6 September, to Tuesday, 13 September 2016. The programme of work will follow the same pattern as in previous years: the Committee will meet formally on 6 and 7 September, and will hold informal consultations on 8 and 9 September as required, before concluding its work on 13 September.

Agenda

1. Adoption of the agenda and other organizational matters.
2. Calendar of conferences and meetings:
   (a) Adoption of the draft revised calendar of conferences and meetings for 2017;

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(b) Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243;

(c) Intersessional departures.

3. Meetings management:

(a) Analysis of utilization of conference-servicing resources by United Nations organs;

(b) Provision of interpretation services to meetings of bodies entitled to meet "as required";

(c) Provision of interpretation services to meetings of regional and other major groupings of Member States;

(d) Meetings held away from established headquarters;

(e) Utilization of conference facilities at the United Nations Office at Nairobi;

(f) Utilization of the conference centre at the Economic Commission for Africa;

(g) Summary records, verbatim records and digital recordings.

4. Documents management.

5. Leveraging technology to increase efficiency.

6. Staffing.

7. Improvement of facilities and accessibility.

8. Quality of conference services.

9. Organization of work.

10. Adoption of the report and proposed dates for the organizational and substantive sessions in 2017.

Annotations

1. Adoption of the agenda and other organizational matters

2. Calendar of conferences and meetings

(a) Adoption of the draft revised calendar of conferences and meetings for 2017

The draft revised calendar of conferences and meetings of the United Nations for 2017 has been prepared pursuant to paragraphs 2 and 3 of resolution 70/9 on the pattern of conferences.

Documentation: Draft revised calendar of conferences and meetings of the United Nations for 2017 (A/AC.172/2016/L.2).

(b) Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243

The Secretariat has reported on requests received pursuant to paragraph 15 of resolution 47/202 A and section I, paragraph 7, of resolution 40/243, for action by

the Committee, in the report of the Secretary-General on the pattern of conferences (A/71/116).

Documentation: Letter from the Chair of the Committee on Conferences to the President of the seventy-first session of the General Assembly (A/71/__).

(c) Intersessional departures

The Secretariat has compiled a list of requests for intersessional departures from the approved calendar of conferences and meetings for 2016, together with information on the action taken by the Committee.

3. Meetings management

(a) Analysis of utilization of conference-servicing resources by United Nations organs

The Secretariat has reported on the matter pursuant to paragraphs 12 to 16, 29 and 30 of resolution 70/9.

Documentation: Statistical data and analysis of the programmed and actual utilization of conference-servicing resources allocated to calendar bodies at all four duty stations are available to the Committee as supplementary information. The analysis uses a new methodology that adjusts the scope and reporting cycle beyond the core sample to include all calendar bodies. The Chair will report orally on consultations with core sample bodies in New York that have underutilized their conference-servicing resources.

(b) Provision of interpretation services to meetings of bodies entitled to meet "as required"

The Secretariat has reported on the matter, pursuant to paragraph 17 of resolution 70/9, in the report on the pattern of conferences (A/71/116).

(c) Provision of interpretation services to meetings of regional and other major groupings of Member States

The Secretariat has reported on the matter, pursuant to paragraphs 19 and 20 of resolution 70/9, in the report on the pattern of conferences (A/71/116).

(d) Meetings held away from established headquarters

The Secretariat has reported on the matter, pursuant to paragraphs 51, 52 and 54 of resolution 70/9, in the report on the pattern of conferences (A/71/116).

(e) Utilization of conference facilities at the United Nations Office at Nairobi

The Secretariat has reported on the matter, pursuant to paragraph 23 of resolution 70/9, in the report on the pattern of conferences (A/71/116).

(f) Utilization of the conference centre at the Economic Commission for Africa

The Committee will consider the status of this item.

(g) Summary records, verbatim records and digital recordings

The Secretariat has reported on the matter, pursuant to paragraphs 89 to 92 of resolution 70/9, in the report on the pattern of conferences (A/71/116).

4. Documents management

The Secretariat has reported on the matter, pursuant to paragraphs 39 and 55 to 88 of resolution 70/9, in the report on the pattern of conferences (A/71/116).

5. Leveraging technology to increase efficiency

The Secretariat has reported on the matter, pursuant to paragraphs 43 to 45 of resolution 70/9, in the report on the pattern of conferences (A/71/116).

6. Staffing

The Secretariat has reported on the matter, pursuant to paragraphs 41 and 42, 99 to 101 and 109 to 120 of resolution 70/9, in the report on the pattern of conferences (A/71/116).

7. Improvement of facilities and accessibility

The Secretariat has reported on the matter, pursuant to paragraphs 32 to 35 of resolution 70/9, in the report on the pattern of conferences (A/71/116).

8. Quality of conference services

The Secretariat has reported on the matter, pursuant to paragraphs 46 to 50 and 102 to 108 of resolution 70/9, in the report on the pattern of conferences (A/71/116).

9. Organization of work

In section II.A, paragraph 20, of its resolution 57/283 B, the General Assembly encouraged the Committee to keep under continued review the procedures for the participation of observers in the work of the Committee.

10. Adoption of the report and proposed dates for the organizational and substantive sessions in 2017

The Committee will adopt its draft report for 2016 and the draft resolution on the pattern of conferences for recommendation to the General Assembly at its seventy-first session. The Committee will approve the dates proposed for its organizational and substantive sessions in 2017.